

Vital Records Section 4300 Cherry Creek Drive South Denver, CO 80246-1530
(303)692-2200 www.cdnhs.state.co.us

(303)692-2200

www.cdphe.state.co.us/certs

ID _____ Cash _____
ISS _____ CK _____
CC _____
Other _____

SF# _____ - _____

☒ *check box*

☐ **Correction Form**

☐ **Acknowledgement of Paternity**

☐ **Testimonial Letter**

Print Name of Person Making Request	First	Middle	Last	Reason for Request
Mailing Address		City	State	Zip
Physical Address		City	State	Zip

Pursuant to Colorado Revised Statutes, 1982, 25-2-118 and as defined by Colorado Board of Health Rules and Regulations, applicant must have a direct and tangible interest in the record requested. The penalties for obtaining a record under false pretenses include a fine of not more than \$1,000.00, or imprisonment in the county jail for not more than one year or both such fine and imprisonment (CRS 25-2-118)

(To review the full list of primary and secondary identification, please visit www.cdphe.state.co.us/certs)

By signing below, I have read and understood that there are penalties for obtaining a record under false pretenses.

Relationship to Registrant (person named on certificate) *see box below

Today's Date

Please submit proof of relationship

Name on Birth Certificate	First			Middle	Last
Date of Birth	Month	Day	Year — — — —	Give brief explanation why this form is needed:	
Place of Birth	City			County	State Colorado ONLY
Full Name of Father	First			Middle	Last
Full Name of Mother	First			Middle	Maiden Last Name (name prior to first marriage)

Apply in person for same-day service.

Office hours are from 8:30 a.m. to 4:30 p.m., Monday–Friday.

Fax your application 1-800-423-1108

Mail in application with check, money order, or credit card information. Make check or money order payable to *Vital Records*, not responsible for cash sent through the mail.

Processing Time: Upon receipt of your request please allow up to 30 days for your order to be processed.

**\$10.00 convenience charge to be added for credit card orders.

Card Type: ☐ Visa ☐ Mastercard ☐ Discover

Cardholder Name:

Card Number:

Cardholder Signature: _____

Cost of certified copy:

\$17.00 (or search when no record found)	\$
\$10.00 credit card convenience charge (walk-ins excluded)	\$
\$20.00 expedite fee	\$
(processed within 15 days upon receipt of your request)	

Please check one:

- ☐ Regular mail (\$0.00 - no additional charge for regular mail)
☐ Fed Ex – within continental U.S. (\$20.00) \$ _____
☐ Express Mail – within continental U.S. (\$18.30)

Total \$_____

— Number of copies

— Total copies ordered

Please note that proof of relationship is required: (e.g. marriage certificates, birth certificates, court orders)

The registrant (person named on the certificate)

Parents

Grandparents and Great grandparents

Stepparents

Siblings

Spouse

Adult children or grandchildren of the registrant
Stepchildren
Legal guardian
Legal representatives of any of the above must present proof of client relationship
Consular Corps
Genealogists representing family members with appropriate credentials

THE OFFICE OF THE STATE REGISTRAR OF VITAL STATISTICS REQUIRES THE FOLLOWING DOCUMENTATION:
LA OFICINA DEL REGISTRADO DEL ESTADO DE REGISTROS CIVILES REQUIERE LA SIGUIENTE DOCUMENTACIÓN:

SEND ONE ITEM FROM THE PRIMARY LIST
(No expired documents accepted)

POR LO MENOS 1 DE LOS SIGUIENTES:
(No se aceptan documentos vencidos)

PRIMARY LIST
'LISTA PRIMARIA'

- Photo driver license
- Photo identification card
- **Current** school, university, or college identification card
- U.S. passport
- Foreign passport
- Alien registration receipt card/Permanent Resident card
- Temporary Resident card
- Employment authorization card
- U.S. military identification card
- U.S. Certificate of Naturalization
- Certificate of U.S. citizenship
- U.S. Citizenship identification card
- Licencia de conducir con foto
- Tarjeta de identificación con foto
- Vigente Tarjeta de identificación escolar o Universitaria
- (E.E.U.U. solamente)
- Pasaporte de los Estados Unidos
- Pasaporte del extranjero
- Tarjeta de inscripción como extranjero
- Tarjeta de residente permanente
- Tarjeta de residente temporal
- Tarjeta de autorización para empleo
- Tarjeta de identificación militar de los Estados Unidos
- Certificado de Naturalización de los Estados Unidos
- Tarjeta o certificado de identificación de ciudadanía de los Estados Unidos

WE ARE SORRY, BUT WE CANNOT ACCEPT:

- Matricula Consular card
- Novelty ID card
- Non expiring identification cards
- City or county prison/jail ID
- Souvenir birth certificates
- Foreign Birth Certificates

LO SENTIMOS, PERO NO ACEPTAMOS:

- Matricula Consular
- Tarjeta de identificación de novedad
- Tarjeta de identificación que no tiene vencimiento
- Identificación del condado o ciudad de un centro de detención
- Actas de Nacimiento de recuerdo

OR TWO ITEMS FROM THE SECONDARY LIST
(Any document expired more than six months will not be accepted)

O POR LO MENOS 2 DE LOS SIGUIENTES:
(Cualquier documento vencido por más de seis meses NO SERA aceptado)

SECONDARY LIST
'LISTA SECUNDARIA'

- Work Identification/paycheck Stub/W-2
- Voter registration card
- Social Security card
- DD-214
- Motor vehicle registration/title
- Probation documents
- Marriage license/divorce decree
- Social Services card
- Hospital birth worksheet
- Acknowledgment of Paternity document
- Department of Corrections identification card
- U. S. Birth Certificate of the applicant
- Craft or trade license
- Hunting or fishing license
- Merchant Mariner card
- Pilot license
- Selective Service card
- Weapon or gun permit
- Any expired document from the "Primary List" not more than 6 months old
- Legal Name Change Order
- Identificación de empleo/Talonnario de nomina/Formulario W-2
- Tarjeta de inscripción electoral
- Tarjeta del Seguro Social del solicitante
- DD-214
- Registro o Título automovilístico
- Documentos de libertad probatoria
- Licencia matrimonial/Decreto de divorcio (E.E.U.U. solamente)
- Tarjeta de servicios sociales
- Hoja de trabajo del parto en un hospital
- Reconocimiento de Paternidad Voluntaria
- Tarjeta de identificación del Departamento de Correcciones
- La acta de nacimiento del solicitante
- (E.E.U.U solamente)
- Licencia de artesanía o comercio
- Licencia de cacería o licencia para pescar
- Tarjeta de la Marina Mercante
- Licencia de piloto aviador
- Tarjeta del Servicio Selectivos
- Permiso de arma o pistola
- Cualquier documento ya vencido de la lista "Primaria"

If you cannot provide acceptable identification, it is suggested that you ask a spouse, parent, grandparent, sibling, or adult child, who can provide appropriate identification, to request the certificate. **Proof of relationship is required**, such as a birth certificate or marriage certificate.

Si no puede mostrar alguna identificación aceptable, recomendamos que le pida a un familiar que puede proveer la identificación apropiada que solicite el certificado, como a su esposo(a), padre (madre), abuelo(a), hermano(a) o hijo(a) adulto. Se requiere alguna prueba de parentesco con usted, como el acta de nacimiento o de matrimonio

Effective January 1, 2007, proof of your relationship or direct and tangible interest is required. Applicants must submit proof of their relationship or documentation to establish their legal interest in obtaining vital records. (i.e. birth certificates, marriage certificates, certified court orders, insurance policies)

Aviso Los documentos listados en la lista "Primaria" y la lista "Secundaria" pueden tener más restricciones.

Por favor refiérase a la póliza actualizada 8/1/2007 "Lista de Identificaciones Aceptables" o comuníquese con nuestra oficina directamente